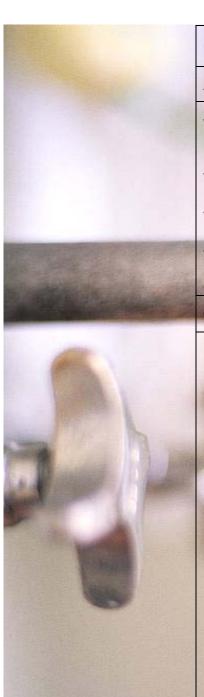


# **Expense Reimbursement Grant Utilization: A Quick Reference Guide**

	Overview of the Operator Certification Expense Reimbursement Grant Program			
	Title		Operator Certification Expense Reimbursement Grant Program, Safe Drinking Water Act (SDWA) §1419	
	Purpose		To provide funding for certification and training costs for small drinking water systems operators	
	General Description		Provides reimbursement for the costs of training, including an appropriate per diem for unsalaried operators, and certification for persons operating systems serving 3,300 persons or fewer	
	Utiliti Cover		All small community water systems (CWS) and non-transient non-community water systems (NTNCWS) serving 3,300 or fewer persons	
	Who	Small drinking water system operators who receive training that promotes public health protection and professionalism  Owners who are required by state regulation to maintain a certified operator at its public water system  Customers who receive safe drinking water due to services provided by the water facility and the well-trained operator with ability to service the water facility		
	Concerns  States Difficulty spending grant funds on reimbursement and training of small			
	States	water systems  System operators are not taking advantage of reimbursement opportunities		
	ЕРА	States' slow spending reflects minimal activities of workplan  States' ability to spend all funds and complete activities by end of project period		



## **Optional Provisions**

#### **Assumptions**

- States will first use grant funds to provide reimbursement for training and certification costs of small system operators serving 3,300 persons or fewer and per diem for unsalaried operators
- States should be exploring creative ways to advertise availability of ERG funds as an incentive for operators to take advantage of reimbursement
- States should consider reimbursement of training for new rules as pro-active measure
- ✓ After reimbursement of all costs has been made, States may (after notification to EPA) use any "remaining balance" funds for Drinking Water State Revolving Fund (DWSRF) purposes

### **Other Options**

- Apply for 1 year extension to grant project period
  - ✓ States need to determine if this is feasible
    - Extensions beyond 1 year are not encouraged
    - Consider if 1 year timeframe is adequate to spend all monies

If not ...

- Amend ERG workplan to include new activities
  - ✓ Written proposal must meet SDWA §1419(d)

Or ...

- Roll "remaining balance" funds over to DWSRF
  - ✓ State must provide 20% match on "remaining balance" funds
  - ✓ Only 31% can go to set-asides
  - ✓ Output/Outcomes must fit EPA's strategic plan goals, objectives and subobjectives of the DWSRF grant

#### **Important Reminder!!!**

States are encouraged to contact their EPA state program manager or grant project officer to discuss options as early as possible